

Marthinussen & Coutts Benoni

JOB DESCRIPTION

Job Title: Transformer Foreman

Reports to: General Manager (Transformers)

Location: M&C Benoni

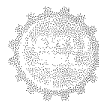
EDUCATION REQUIREMENTS

- Grade 12
- N3/N4 Certificate in Electrical Engineering or equivalent (advantageous).
- Trade Test Certificate in Armature Winding – Red Seal preferred.
- Experience working in ISO-certified workshops or utility-approved service providers.
- Valid driver's license. (Code 10 preferred or willing to obtain)
- First Aid and Health & Safety training (advantageous).

EXPERIENCE REQUIRED

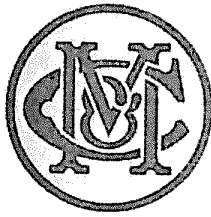
- Minimum 5 years of practical experience in transformer repairs and refurbishment.
- Solid knowledge of transformer construction, fault diagnosis, and repair techniques.
- Experience supervising a workshop team or acting in a leading artisan role.
- Ability to interpret technical drawings, schematics, and repair specifications.
- Proficient in using electrical test instruments and interpreting test result.
- Strong organizational and leadership skills.
- Working knowledge of quality systems, health & safety legislation, and electrical safety procedures.

A division of ACTOM (Pty) Ltd
Registration Number: 2008/001863/07
Chairman: MA Mphahlela
Group Chief Executive Officer: M Naidoo
Divisional Chief Executive: R Botton
Executive: M Naidoo, D Lubbe, S Makamu, EA Van Wyngaardt, S Chauke (MLE Augonnet* - Alternate to S Chauke)
Non-Executive: C Kura, N Mohamed, S Ntswanyi
Divisional Management: Finance Executive: M Gomez, Marketing Executive: M Chamberlain, Works Executive: C Smorenburg
General Manager: H Neveling



4 Ferro Street
Zimbabwe
Rustenburg
0302

Tel: +27 (14) 538-1466
www.mandco.co.za



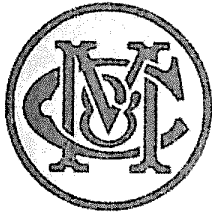
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- Proven supervisory or foreman experience in a workshop or industrial setting.
- Strong understanding and knowledge of SANS-780 specifications
- Ability and experience with transformer testing (Insulation resistance (IR) test, Turns ratio test (TTR) & Vector group verification, Winding resistance measurement (DC), AC withstand tests, Induced voltage test, No-Load (Open Circuit) Loss and current test, Load (Short Circuit) loss and impedance test, Oil Quality Test (Dielectric breakdown voltage, Sweep Frequency Response Analysis (SFRA)).
- Familiarity with mechanical measuring equipment (Micrometers, verniers)
- Ability to read and interpret winding data, connection diagrams, and repair manuals.

DUTIES AND RESPONSIBILITIES

- Supervise and coordinate daily operations in the transformer department to ensure efficient workflow and adherence to transformer repair procedures
- Allocate tasks and monitor performance (Labour, material & efficiency) of artisans, operators, and assistants.
- Ensure correct disassembly, inspection / assessments (Mechanical & electrical), Recording of winding data, preparation for rewind of active parts.
- Inspect and diagnose faulty transformers.
- Interpret electrical diagrams and technical manuals for accurate rewinding specifications.
- Conduct quality control checks at every stage of repairs
- Maintain accurate job records and prepare daily production and maintenance reports.
- Ensure compliance with health & safety procedures and company policies and procedures.
- Consult with sales engineers, supervisors, managers, and clients to provide technical feedback and updates on job progress.
- Ensure assessments (Electrical & Mechanical) are completed within the targeted time limit
- Ensure that failure / condition reports are completed within the targeted time limit

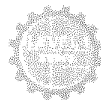




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- Must be willing to work overtime or weekends as per operational demands
- Travel to site for on-site assessments, repairs, testing, or commissioning when required.
- Ensure all tools, equipment, and materials are maintained and effectively and safely use.
- Train and mentor junior armature winders, junior employees, and apprentices.
- Undertake other ad hoc activities / tasks as required by management

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